

DETAILED INSPECTION CHECKLIST

FA SC STMT	TEXT
130	SAFETY (NON-AVIATION) Functional Area Manager: CMC SD Point of Contact: MSGT M.E. MCINTYRE E-mail: MILDRED.MCINTYRE@USMC.MIL (DSN) 664-4365/(COML) 703-604-4365 Date Last Revised: 6 SEPTEMBER 2012
130 01	COMMAND RESPONSIBILITIES
130 01 001	Is safety a functional area included in the Commanding General's Inspection Program (CGIP)? Reference MCO 5040.6H, 4A (1), (2), B AND 5 C; NAVMC DIR 5040.6H, ENCL (1), CH 1 D AND 3.1. A, B
130 01 002	Is the current functional area (130) checklist used during CGIP? Reference NAVMC DIR 5040.6H, ENCL (1), CH 1 D, 2. C., 3.1.A, B AND I
130 03 003	Is the safety department/office established as a special staff function under the commander, and not subordinated to other programs and functions? Reference MCWP 3-40.1; MCO 5100.29B, 4. B. (13) (H); NAVMC 5100.8, CH 2, 2002.3
130 01 004	Has the command implemented the Marine Corps Safety Program to meet the prescribed requirements and not be subordinate to other programs and/or functions? Reference MCO 5100.29B, 4. B. (13)(A); NAVMC DIR 5100.8, CH 3, 3001
130 01 005	Has the command developed and published a command safety policy, and mission statement? Reference MCO 5100.29B 4. B. (13) (A); MCO 5100.8. 5. C

- 130 01 006 Is the Chief of Staff or Executive Officer responsible for the overall cognizance of the command's safety program?
Reference
MCWP 3-40.1 w/CH. 1; MCO 5100.29B 4. B. (13) (B); NAVMC DIR 5100.8, CH 2,2002.2
- 130 01 007 Has the command ensured an adequate budget has been provided to the safety department/office?
Reference
MCO 5100.8. 5. B; NAVMC DIR 5100.8, CH 2 2002. 3 AND 4; MCO 5100.29B 5. A.
- 130 01 008 Has the command identified, and appointed in writing a fully qualified Safety Officer or Civilian Manager, to serve as the command's senior technical advisor for Safety and Occupational Health(SOH)matters?
Reference
MCO 5100.29B. 4. B. (13) (H), NAVMC DIR 5100.8 CH 2, 2002. 3
- 130 01 009 Has the command identified and appointed in writing an NCO or civilian as shop/section safety representatives?
Reference
MCO 5100.29B CH 2, 3. C.
- 130 01 009a Has the appointed safety representative attended the Ground Safety for Marines (GSM) course within 90 days of appointment?
Reference
MCO 5100.29B CH 2,3.D.(1)
- 130 01 010 Does the command ensure all military personnel assigned safety responsibilities (Safety Officer/Manager) are in those responsibilities for a period of one year?
Reference
MCO 5100.29B 4. A. (2) (D), NAVMC DIR CH 3, 3000.2
- 130 01 011 Does the command conduct safety climate surveys using the Ground Climate Assessment Survey System (GCASS) in compliance Report Control Symbol MC-5100-07?
Reference
MCO 5100.29B CH 2, 3. G.

130 01 012	<p>Has the unit Commander ensured operational pauses and/or Back In The Saddle (BITS) operational pauses are held at least semiannually following an extended holiday period or post-deployment?</p> <p>Reference MCO 5100.29B 4. B. (13) (E)</p>
130 01 013	<p>Does the command ensure the Warrior Preservation Status Report is completed quarterly and submitted to Higher Headquarters?</p> <p>Reference MCO 5100.29.B CH 4, 2.</p>
130 01 014	<p>Does the command ensure documented occupational health and industrial hygiene services are received from the local Medical Treatment Facility (MTF)?</p> <p>Reference MCO 5100.29.B CH 1, 10, A.</p>
130 01 015	<p>Does the command ensure risk management principles are embedded in the culture of the command and all Marines and Sailors complete initial and annual Operational Risk Management (ORM) training?</p> <p>Reference MCO 5100.29.B 3. E.</p>
130 01 016	<p>Has the command established a local safety awards program to recognize the outstanding safety performance of subordinate units and individual military and civilian personnel?</p> <p>Reference MCO 5100.32A, 4. B. 1.</p>
130 02	<p>GROUND SAFETY OFFICER/MANAGER RESPONSIBILITIES GENERAL</p>
130 02 001	<p>Does the Safety Officer serve as the command's senior technical advisor for Safety & Occupational Health (SOH) matters?</p> <p>Reference MCO 5100.29B, 4. B. 13. H.</p>
130 02 002	<p>Does the Safety Officer identify, establish, and appropriately train staff for required safety billets?</p> <p>Reference MCO 5100.29B 4. B. 13. H. 2.</p>

- 130 02 003 Does the Safety Officer ensure MC safety programs are implemented at all subordinate commands/units, and provide technical advice, direction, and guidance on safety matters to subordinate elements?
Reference
MCO 5100.29B 4. B. 13. H. 3. AND 4. B. 13. H. 6.
- 130 02 004 Does the Safety Officer employ new technologies and ensure safety programs operate and resources are used efficiently and effectively to achieve desired objectives as required?
Reference
MCO 5100.29B 4. B. 13. H. 7.
- 130 02 005 Does the Safety Officer serve as the command representative on safety councils, committees, and working groups established by higher authority?
Reference
MCO 5100.29B 4. B. 13. H. 8.
- 130 02 006 Does the Safety Officer ensure industrial hygiene reports are reviewed and recommendations incorporated into command hazard tracking system (hazard abatement logs) for documented follow-up actions?
Reference
MCO 5100.29B 4. B. 13. H. 12.
- 130 02 007 Does the Safety Officer ensure safety personnel maintain sufficient knowledge, authority, and responsibility to resource and execute SOH programs?
Reference
MCO 5100.29B 4. B. 13. I.
- 130 02 008 Does the Safety Officer ensure that safety program information is published and disseminated throughout the command through various avenues, and communicate safety success stories, share hazard awareness and near-miss lessons learned?
Reference
MCO 5100.29B 4. B. 13. J.
- 130 02 009 Does the Safety Officer coordinate with supporting safety department/office for core SOH services? (Core safety services are provided by the host installation safety office, fire prevention office, or Navy medical personnel.)
Reference
MCO 5100.29B ENCL 1, CH 2. 2.

- 130 02 010 Did the Safety Officer develop and maintain a unit safety turnover binder with the following: appointment letter; existing safety SOPs; points of contact; facilities occupied by Unit along with building numbers; numbers of assigned Marines and civilian Marines, and documented annual training?
Reference
MCO 5100.29B ENCL 1, CH 2. 4. D.
- 130 02 011 Does the Safety Officer identify safety hazards, and maintain a hazard abatement log and retained them for 3 years?
Reference
MCO 5100.29B ENCL 1, CH 2. 4. C.
- 130 02 012 Did the Safety Officer train all personnel on the procedures to report unsafe or unhealthful working conditions using NAVMC 11401 and the ANYMOUSE (RCS MC-5100-06) forms?
Reference
MCO 5100.29B, ENCL (1), CH 2. 4. E.
- 130 03 MISHAP REPORTING AND INVESTIGATION
- 130 03 001 Does the Command investigate mishaps, report, and maintain records of all mishaps as required?
Reference
MCO 5100.29B, CH 2. 5. A.
MCO P5102.1B, CH 1. 1005. 8. E.
- 130 03 002 Does the Safety Officer assist the Commander in conducting safety investigations for all on-duty Class A mishaps until the SIB arrives?
Reference
MCO P5102.1B, CH 1. 1005. 9. E.
- 130 03 004 Does the Command conduct trend analysis of unit mishaps and identified hazards, and develop mitigation and prevention strategies?
Reference
MCO 5100.29B, CH 2. 5. C.
- 130 03 005 Does the Command submit mishap reports via Web Enabled Safety System (WESS), and retain records for 5 years?
Reference
MCO 5100.29B, CH 2. 5. D. AND E.
MCO P5102.1B, CH 3. 3007. 1.

- 130 03 006 Does the Command ensure corrective actions identified through a mishap investigation are completed in a timely manner?
Reference
MCO 5100.29B, CH 2 5. F.
- 130 03 007 Does the Command submit an Annual Summary of Marine Corps Work-Related Injuries and Illness and the OSHA 300A via the chain of command and, as appropriate, copy the host installation safety office?
Reference
MCO 5100.29B, CH 2. 5. G.
- 130 03 008 Does the command ensure all mishaps (Class A and B) and other non-combat related deaths (other than due to morbidity) are briefed to the first general officer in the chain of command using the 8-Day Brief template?
Reference
MCO 5100.29B, 4. B. 13. F.
- 130 04 TRAFFIC SAFETY
- 130 04 001 Has the command developed a written traffic safety program that supports and complements the program established by the installation?
Reference
MCO 5100.19F 5.
- 130 04 002 Has the command ensured that traffic safety is incorporated into on-duty and off-duty training programs on a continuing basis (safety stand-downs, operational pauses, etc.)?
Reference
MCO 5100.19F 4. F.
- 130 04 003 Does the command traffic safety program address established and enforced specific duty hour limits for Marine Corps vehicle operators and establish written rest-recovery guidance?
Reference
MCO 5100.19F ENCL(1) CH 6. & CH 6. B.
- 130 04 004 Has the command established maximum driving/duty time and mileage limits for Marines/Sailors on orders, leave, or liberty?
Reference
MCO 5100.19F ENCL (1) CH 6. F.

- 130 04 005 Has the command ensured pre-departure vehicle/traffic safety briefings and traffic risk assessments have been conducted for all Marines under 26 years of age?
Reference
MCO 5100.19F ENCL (1) CH 2. 3.
- 130 04 005A Have Marines/Sailors identified as at-risk (based on their past driving history) prior to their executing Permanent Change of Station orders, when going on leave, when on extended liberty, or when traveling extended distances?
Reference
MCO 5100.19F ENCL (1) CH 2. 3.
- 130 04 006 Has the command (Lieutenant Colonel, O-5 level and above) established a Motorcycle Mentorship Program, and appointed a club President, in writing?
Reference
MCO 5100.19F ENCL (1) CH 4. 17.
- 130 04 007 Has the command ensured all military personnel who identified as planning to purchase or operate a motorcycle (regardless of their intent to register a motorcycle on an Installation) and all operators of government-owned motorcycles have attended and successfully completed an approved motorcycle rider safety course or at a minimum are identified and scheduled for training?
Reference
MCO 5100.19F ENCL (1) CH 4. 3.
- 130 04 008 Has the command ensured that all entry level and experienced riders have completed required motorcycle safety training at the appropriate level?
Reference
MCO 5100.19F ENCL (1) CH 4. 2. A, B, and C.
- 130 04 009 Does the SO ensure that the training needs of the unit club are coordinated with the installation training provider that all inexperienced club members receive the opportunity to utilize motorcycle simulators (where available), and that records of course completion or training attended is recorded and filed/stored per local written standards?
Reference
MCO 5100.19F, ENCL (1) CH 4. 17.

- 130 04 010 Does the command ensure that all GOV operators are trained in accordance with DOD Traffic Safety Program and local directives?
Reference
MCO 5100.19F, ENCL (1) CH 6. 4.
- 130 04 011 Has the command ensured that all Marines under the age of 26 have received at least driver's awareness training?
Reference
MCO 5100.19F ENCL (1) CH 5. 3.
- 130 04 012 Has the command ensured that Marines identified as high- risk drivers (based on past driving history or behavioral indicators), have received pro-active Drivers Awareness Training (DAT)?
Reference
MCO 5100.19F ENCL (1) CH 5. 6.
- 130 04 013 Has the command ensured that local traffic safety familiarization training (base and local area driving hazards and recognized traffic concerns)has been provided to all new joins?
Reference
MCO 5100.19F ENCL (1) CH 5. 7.
- 130 04 014 Has the command developed an incentive award program to recognize outstanding achievement in traffic safety?
Reference
MCO 5100.19F, ENCL (1) CH 1. 8.
- 130 04 015 Has the command ensured that individual Marine training entry codes for motorcycle training are made in Marine Corps Total Force System (MCTFS)?
Reference
MCO 5100.19F, ENCL (1) CH 4. 4. & 4. 5.
- 130 05 RECREATION AND OFF-DUTY (RODS)
- 130 05 001 Has the command implemented the RODS program into policy and procedures of the unit, and is applied to all Marine Corps appropriated and non-appropriated fund activities and operations under the sponsorship of the MCCS officers or the MCCS Director?
Reference
MCO 5100.30B 4. A. 1. B. & 4. B. 3. B.
- 130 05 002 Has the Safety Officer received required training to perform duties associated with the administration of the unit's RODS program?
Reference
MCO 5100.30B ENCL (1) 4. A.

- 130 05 003 Does the Safety Officer ensure that RODS training is conducted and documented?
Reference
MCO 5100.30B ENCL (1) 4. C.
- 130 06 SAFETY TRAINING
- 130 06 001 Has the Safety Officer ensured that all supervisory personnel have received initial and annual refresher OSH training (Supervisor safety Training)?
Reference
NAVMC DIR 5100.8 CH 5 PAR 5001.5 AND 6
MCO 5100.29B CH 2, 3. D. (2)
- 130 06 002 Has the Safety Officer ensured that work center supervisors have provided and documented job safety and unique job safety training to personnel and provide the Safety Officer with a summary of the training conducted and roster of all personnel trained?
Reference
NAVMC DIR 5100.8 CH 5 PAR 5001.1 & 5001.2 A.
- 130 06 003 Has the Safety Officer received first aid/or cardiopulmonary resuscitation (CPR) training?
Reference
NAVMC DIR 5100.8 CH 5 PAR 5001.8 B.
- 130 06 004 Does the command's safety department/office provide and coordinate required specialized training for personnel, such as, logout/tag-out, confined space entry, respiratory protection, ergonomics, PPE, etc.?
Reference
NAVMC DIR 5100.8, CH 5, 5001.2. B. & MCO 5100.4.B.(4)(5)
- 130 06 005 Does the Safety Officer ensure that safety investigators (Safety Officers, Managers, Representatives, supervisors) receive safety investigation training consistent with their assigned responsibilities?
Reference
MCO P5102.1B, CH 1, 1005.8. F.

130 07	COUNCILS AND COMMITTEES
130 07 001	<p>Does the unit hold safety councils (at least quarterly), where the commander, deputy commander, or executive officer chairs?</p> <p>*Note: If the unit strength is under 500 personnel, the command shall participate in the host command's safety council, and maintain copies of council meeting minutes.</p> <p>Reference NAVMC DIR 5100.8 CH 4 PAR 4001.1 AND 2; 4001.4</p>
130 07 002	<p>Does the Safety Officer ensure the preparation, publication and maintenance of the minutes of all safety council meetings?</p> <p>Reference NAVMC DIR 5100.8 CH 4 PAR 4001.6</p>
130 07 003	<p>Does the command hold supervisors' safety committees (at least quarterly), if applicable?</p> <p>Reference NAVMVDIR 5100.8 CH 4 PAR 4002.1 AND 4</p>
130 07 004	<p>Has the unit established appropriate shop safety committees, if applicable?</p> <p>Reference NAVMC DIR 5100.8 CH 4 PAR 4003.1</p>
130 07 005	<p>Has the command established a Safe Drive Council (if over 500 personnel)? If under 500 personnel, does the Safety Officer represent their unit in a safe Driving Council close to their base of operations?</p> <p>Reference MCO 5100.19F, ENCL (1) CH 2. 1.</p>
130 07 006	<p>Has the command established Force Preservation Councils at Battalion and Squadron level commands, that meets on a monthly basis for the active component and not less than semi-annually for the reserve component?</p> <p>Reference MARADMIN 240/11 (24TH Executive Force Preservation Board Results)</p>
130 08	WORK CENTER SAFETY INSPECTIONS AND CORRECTIVE ACTION

- 130 08 001 Does the Safety Officer provide in depth information to the commander of any OSH or operational deficiency that may present a high-risk to the mission.
Reference
NAVMC DIR 5100.8 CH 7 PAR 7004.3. E.
- 130 08 002 Does the Safety Officer maintain a list of the work center supervisors and their safety representatives?
Reference
NAVMC DIR 5100.8 CH 7 PAR 7004.3 G.
- 130 08 003 Does the Safety Officer ensure work center safety inspections are conducted?
Reference
NAVMC DIR 5100.8 CH 7 PAR 7004.4. A.
- 130 08 004 Has the Safety Officer ensured that a written checklist has been developed to use during work center inspections?
Reference
NAVMC DIR 5100.8 CH 7 PAR 7004.4 I.
- 130 08 005 Does the Safety Officer ensure that Section B of NAVMC 11400, OSH Deficiency Notice is completed within 30 workdays of notification of a work center OSH deficiencies, and return a copy to the ISM via the chain of command. If hazard cannot be abated within 30 workdays, has an abatement plan been developed?
Reference
NAVMC DIR 5100.8 CH 7 PAR 7004.4. G.
- 130 08 006 Are the unit's work center safety representatives appointed in writing?
Reference
NAVMC DIR 5100.8 CH 7 PAR 7004.5
- 130 08 007 Does the Safety Officer ensure that a NAVMC 11400, OSH Deficiency Notice is posted in the immediate vicinity of the hazardous conditions?
Reference
NAVMC DIR 5100.8 CH 7 PAR 7006.1
- 130 08 008 Has the Safety Officer established a hazard abatement log for follow-up or required corrective action to ensure timely and effective controls are implemented?
Reference
NAVMC DIR 5100.8 CH 7 PAR 7009.1

- 130 08 009 Has the command established and maintained an effective operational risk management program?
Reference
NAVMC DIR 5100.8 CH 10 PAR 10001.1
- 130 08 010 Does the command's safety department/office investigate and provide consultation on reports of unsafe and unhealthful work conditions?
Reference
NAVMC DIR 5100.8, CH 9, 9002.6
- 130 08 011 Does the Safety Officer conduct quarterly safety inspections of all command facilities, processes, and equipment. Document the results and forward an executive summary of inspection results to the commander?
These inspections are intended to augment the annual safety inspection conducted by fully qualified safety and occupational health specialists
Reference
MCO 5100.29B ENCL 1, CH 2, PAR 4.B.
- 130 09 PERSONAL PROTECTIVE EQUIPMENT (PPE) (CORE)
- 130 09 001 Does the command's safety department/office conduct and provide technical assistance on PPE surveys and determine PPE requirements?
Reference
NAVMC DIR 5100.8, CH 13, 13001.1;
MCO 5100.8, 4.B. (4) (5)
- 130 09 002 Does the command's safety department/office identify correct PPE; provide documented training, and assistance in the selection of appropriate and approved PPE?
Reference
NAVMC DIR 5100.8, CH 13, 13001.1.AND 2.;
MCO 5100.8, 4.B.(4)(5)
- 130 09 003 Does the command's safety department/office provide documented training to personnel required to use PPE or train the supervisors to conduct the PPE training?
Reference
NAVMC DIR 5100.8, CH 13, 13003.1. 2. AND 5.;
MCO 5100.8, 4B.(4)(5)

130 10	OCCUPATIONAL HEALTH AND HAZARD COMMUNICATION
130 10 001	Does the command ensure industrial hygiene support is received from the local MTF? Reference NAVMC DIR 5100.8, CH 2, 2003. 6.F; NAVMC DIR 5100.8, CHAP11; MCO 6260.1E, ENCL (1) 2. D.
130 10 002	Does the command ensure industrial hygiene baseline and periodic industrial hygiene surveys are performed? Reference NAVMC DIR 5100.8, CH 2, 2003. 6.F. AND CH 11
130 10 003	Does the command ensure industrial hygiene periodic workplace monitoring and sampling are accomplished per industrial hygiene surveys? Reference NAVMC DIR 5100.8, CH 2, 2003. 6.F. & CH 11
130 10 004	Does the command request from the supporting industrial hygiene department/office assistance with occupational health hazard training such as noise, gas, fume, vapor, particulates, blood borne pathogen, chemical and physical hazards? Reference NAVMC DIR 5100.8, CH 11 AND CH 13, 13005; MCO 6260.1E, ENCL (1) 2. D
130 10 005	Does the command ensure occupational and environmental medicine support is provided for audiometric evaluations? Reference MCO 6260.1E; NAVMC DIR 5100.8, CH 11, 11002
130 10 006	Does the command ensure occupational and environmental medicine support is provided for medical surveillance program? Reference NAVMC DIR 5100.8, CH 11, 11002; NEHC-TM-OM6260
130 10 007	Does the command ensure occupational and environmental medicine support is provided for consultation and treatment of occupational-related injuries and diseases? Reference NAVMC DIR 5100.8, CH 11, 11002; NEHC-TM-OM6260

- 130 10 008 Does the command ensure occupational and environmental medicine support is provided for fitness for duty/return to work?
Reference
NAVMC DIR 5100.8, CH 11, 11002; NEHC-TM-OM6260
- 130 10 009 Does the command meet with occupational health, Injury Compensation Program Administrator (ICPA) and industrial hygiene personnel in the analysis of injury trends and work center surveys as well as serve on the ICPA chaired FECA work group?
Reference
NAVMC DIR 5100.8, CH 1, 1003. 8. AND NAVMC DIR 5100.8, CH 11, 11002.2.
- 130 10 010 Does Command identify individuals working in noise hazardous areas, or with tools and process per industrial hygiene surveys?
Reference
MCO 6260.1E, ENCL (1) 2. A.; MCO 6260.1E, ENCL (1) 2. D
- 130 10 011 Has the unit ensured all military personnel, irrespective of MOS and billet, and those civilian employees occupationally exposed to hazardous noise are enrolled in Hearing Conservation Program.
Reference
MARADMIN 010-12 (Hearing Conservation and Readiness)
- 130 10 012 Does the command coordinate with MTF occupational audiologist/HCP Manager to ensure that all personnel enrolled in the HCP receive annual hearing tests and report for follow-up testing?
Reference
MCO 6260.1E, 2., ENCL (1) D. (7)
- 130 10 013 Does the command effectively manage the HCP by obtaining compliance and STS data from the MTF occupational audiologist/HCP manager, and making improvements as indicated?
Reference
MCO 6260.1E, 2., ENCL (1) D. (4)
- 130 10 014 Does the command obtain OSHA recordable hearing loss data from the MTF occupational audiologist/HCP manager, and record it on the OSHA 300 log or an equivalent log for Marines?
Reference
MCO 6260.1E, 2., ENCL (1) D. (4)

- 130 10 015 Does the command provide a variety of approved hearing protection devices to employees in noise hazardous areas?
Reference
MCO 6260.1E, ENCL (1) 2. A. (5)
- 130 10 016 Does the command provide effective annual hearing conservation training and education?
Reference
MCO 6260.1E, ENCL (1) 2. D. (2)
- 130 10 017 Does the command liaison with appropriate MTF occupational health staffs for an annual review of personnel placement in medical surveillance programs to ensure necessary evaluations (i.e. all applicable medical surveillance exams and certification physicals) are given and unnecessary evaluations are eliminated?
Reference
NAVMC DIR 5100.8 1003.8.C, 2000.1.E AND CH 13, 13001. 1 AND 2.
- 130 14 018 Does the command track and report occupational health medical surveillance examination completion compliance rates for baseline, periodic, and termination exams?
Reference
MCO 5100.29B ENCL (1) PAGE 1-3, PARA 10 (A).
- 130 14 019 Does the command ground safety officer or manager ensure unit and shop/work-section turnover binder with By-Name list of personnel who require medical surveillance (hearing test, respirator, vehicle operator's, etc. The list shall include expirations dates of training and certification for all examinations. This list shall be provided to responsible workplace supervisors.
Reference
MCO 5100.29B ENCL (1) PAGE 2-3, PARA D (6).
- 130 11 IONIZING RADIATION AND LASER SAFETY
- 130 11 001 Does the command possess radioactive materials or utilize a device(s) that emits or produces radiation? If so, has the Commander implemented a formal Radiation Safety Program (RASP)?
Reference
MCO 5104.3B 4.b. (6) AND (7); NAVSEA S0420-AA-RAD-010 REV 1 DTD SEP 2011, SECT 1.5.2 1

- 130 11 002 Has the Commander designated a qualified Radiation Safety Officer (RSO) and Alternate (ARSO) (applicable to organizations having a Naval Radioactive Materials Permit or X-ray Radiography program only), or a Command Radiation Safety Manager (CRSM) in writing? If not, have individuals been designated for this position?
Reference
MCO 5104.3B 4.B. (6).(B).1 AND (7).(A)
NAVSEA S0420-AA-RAD-010 REV 1 DTD SEP 2011, SECT 1.5.2 1.E.
- 130 11 003 Has an annual review of the Radiation Safety Program been performed and reported to the Commander for approval?
Reference
MCO 5104.3B 4.B. (6).(B).7
NAVSEA S0420-AA-RAD-010 REV 1 DTD September, 2011, SECT 1.5.2 2.F.
- 130 11 004 Has the RSO/RSM established internal audit and inspection procedures?
Reference
MCO 5104.3B 4.B. (6).(B).6
NAVSEA S0420-AA-RAD-010 REV 1 DTD September, 2011, SECT 1.5.2 2.K.
- 130 11 004.1 Has the command established a Radiological Affairs Support Program Deficiency Reporting system?
Reference
MCO 5104.3B 4.A.(2)(C); NAVSEA S0420-AA-RAD-010 REV 1 DTD SEP 2011, SECT 2.11
- 130 11 005 Does the command have a radiation safety order or standard operating procedures?
Reference
MCO 5104.3B 4.B; NAVSEA S0420-AA-RAD-010 REV 1 DTD SEP 2011, SECT 1.5.2 1.A.
- 130 11 006 Does the Command possess or utilize a device (s) that emit or produce LASERs? If so has the Commander implemented a formal LASER safety program? If not, provide the date that implementation is expected to occur.
Reference
MCO 5104.1C 7.E.(1)

- 130 11 007 Has a Technical LASER System Safety department/officer (TLSO) or LASER Systems Safety department/officer (LSSO) been designated in writing and completed the required training as a TLSO or LSSO?
Reference
MCO 5104.1C 7.E.(4)
- 130 11 008 Have all LASER users been trained IAW MCO 5104.1C?
Reference
MCO 5104.1C 7.E.(2), ENCL (1), SECT 2.A.(9)
- 130 11009 Does the command's safety department/office manage the LASER, radiation, and radiofrequency radiation programs?
Reference
MCO 5104.1C, MCO 5104.2, MCO 5104.3B, MCO 5100.29B
- 130 11 010 Does the command LSSO maintain an inventory of all military exempt, class 3B, and class 4 LASERs? Has this inventory been updated within the last 12 months?
Reference
MCO 5104.1C 7.E.(7)
- 130 11 011 Does the supporting safety department/office provide technical assistance in Radiation and Radiofrequency Radiation Safety to tenant units, including HERO, HERF, HERP programs, where applicable?
Reference
DoDI 6055.11 (series), MCO 5104.2, MIL-STD 882 (series)
MCO 5100.29 (series)
- 130 11 012 Have personnel who routinely work with EMF producing equipment received annual training on potential hazards of EMF, established procedures, restrictions to control EMF exposures, and worker responsibility to limit their EMF exposure?
Reference
DoDI 6055.11 (series)
MCO 5104.2
- 130 11 013 Has the installation obtained a baseline RF certification?
Has the installation maintained certification?
Reference
OPNAVINST 5100.23G, SEC 2218; DoDI 6055.11 DTD 19 AUG 2009, ENCL 3, PARA 2; MCO 5104.2

- 130 11 014 Did SO maintain liaison between host installation and other unit safety-related programs; such as, ammunition, explosive, radiation, LASERs, etc.?
Reference
MCO 5100.29B, ENCL 1, CH 1
- 130 11 015 Has SO ensured documented training as required for the LASER, radiation, and radio frequency/radiation safety program?
Reference
MCO 5100.29B, ENCL 1, CH 1